

Meeting of
MANAGEMENT COMMITTEE
Tuesday 23rd August 2005 at the National Office, Matlock.

Council is asked to APPROVE:

- 05/54 The setting up of a company with Charitable Status.
- 05/56 The promotion of orienteering as an environmentally aware sport.

Council is asked to NOTE:

- 05/52 The changes necessary to the BOF Equity Policy.
- 05/52 The need to work towards the Equality Standard.
- 05/53 The debate on a possible review of the Memorandum and Articles.
- 05/55 The need to identify priority areas within the sport in anticipation of possible cuts in funding.
- 05/57 The role for Development Committee.
- 05/58 The process being put in place to appoint a new CEO.

Minutes of the meeting of
MANAGEMENT COMMITTEE
Tuesday 23 August 2005 at the National Office, Matlock.

PRESENT:

Bob Roach (Chairman)	Malcolm Duncan (Treasurer)
Ranald Macdonald (Vice Chairman)	Peter Christopher (Vice Chairman)
John Morris (Councillor)	Lyn West (Councillor)

In attendance:

Robin Field (Chief Executive)
Alex Ross (Executive Officer)

05/47 Apologies and Courtesies

Apologies: Chris James. Lyn West was welcomed to her first meeting.

05/48 Minutes of Meeting of 05/07/05.

Consideration of these were deferred until the next meeting

05/49 Actions.

Actions completed: 98, 01, 02, 03, 04 and 08.

Actions continuing: 95, 99, 00, 05, 06 and 07.

05/50 Matters Arising, not elsewhere on the Agenda.

An item on Premises to be taken under 05/59

05/51 Notification of Major Items of Other Business.

No items notified

05/52 BOF Equity Policy

The Equity Policy needs updating to include the Gender Act 2004. The definition of victimisation is in need of review in the light of that Act. John Morris agreed to provide a revised definition.

Action JM

As part of the Whole Sport Plan we should be working towards the Equality Standard as required by our funding. The implication is that British Orienteering needs to state and publish that it is working towards that standard. It was agreed that Peter Bylett would provide an appropriate form of wording for the minutes.

Action PB**05/53 Review of Memorandum and Articles**

Some feel that a more general review is required and that such a review would be timely given the changes in legislation that may impinge, particularly on Bye Law 1. There was some concern about the time required to carry out such a review and implement any recommendations that may be made. There was some support for setting up a group to highlight the problems. It was agreed to maintain a watching brief.

It was agreed that there might be a need for a separate procedure, other than Bye Law 1, for dealing with some disciplinary problems.

John Morris and Malcolm Duncan agreed to exchange views, involving legal expertise if necessary, before the matter is discussed further.

Action JM/MD

It was further agreed to consult other Governing Bodies through the CCPR to investigate how others deal with similar problems.

Action RF

05/54 BOF Company with Charitable Status

Concern has been expressed regarding the reserves and how they are held in different funds. Some of these funds would be better handled, from a legal point of view, independently from BOF in a Charitable Based Company. Recent changes in legislation have eased the formation of such companies. Such a Company would also have made the surplus generated by WC 2005 easier to deal with.

Such a Company, although easy to set up, would need to have independent trustees, would cause some extra administration and would need Charity Commission approval.

It was agreed to seek Council approval to set up such a Company.

Action BR

05/55 Prioritisation of Activity

This may become necessary in the light of Sports Council decisions but could be for other reasons and some identification of what we are eager to keep and what would be most easily cut would be very useful.

A number of issues were discussed but it was recognised that decisions could not be easily reached without specialist background knowledge. However, consultation with the membership about their priorities would be useful and suitable methods of achieving such input were discussed.

It was recognised that this would be a lengthy process before recommendations could be put to Council.

05/56 O as an Environmental Sport

A paper provided by Donald Petrie was discussed. There may be some need to differentiate between an event response and an administration response. It was agreed to redraft for presentation to Council.

Action AR/RM

05/57 Role of Development Committee

Discussion centred on whether the Committee should concentrate on

development of the sport, the business or individuals. It was agreed that the main focus should be on the sport but should include forming relationships with other Committees to help deliver other objectives. It was confirmed that Development Committee should be free to think without constraint.

05/58 BOF Child Protection Policy

A report on the recent Assurance Visit conducted by the CRB was made and a description of likely changes to the Disclosure system provided. The implications of changes in priorities by the CPSU were also explained. A vote of thanks to Alex Ross for his work in this area was made.

05/59 Any Other Business:

A lease for the potential new premises has been received and discussions will be taking place on the implications.

An invitation was made to all the Officers and Councillors to attend the Squad Inaugural and the Coaching Conference.

Action All Members

The appointment of a new CEO, following the retiral of Robin Field was discussed. A strategy and timescale for Advertising, Closing Date and Interview was agreed.

The advertising and programme for the EGM was discussed. Further advertising of the workshops is necessary to attract suitable numbers.

05/60 Reporting and Actions

Three items were agreed for immediate notification to the membership. CEO Recruitment, Investigation of new premises and the upcoming EGM.

Action AR

05/61 Dates and Venues of Future Meetings:

October 5 th	National Office	Matlock	11:00 am
December 7 th	National Office	Matlock	11:00 am
February 15 th	National Office	Matlock	11:00 am
April 19 th	National Office	Matlock	11:00 am
June 14 th	National Office	Matlock	11:00 am
September 20 th	National Office	Matlock	11:00 am
December 6 th	National Office	Matlock	11:00 am

ACTIONS

95	05/21f	Produce possible costing of creating a web based JD membership system.	
99	05/35	Prepare detailed discussion papers for publication prior to EGM.	RF/ RM
00	05/36	Circulate specification to suitable providers and prepare JD report for the next meeting.	
05	05/42b	Publish Strategic Budget as soon as possible.	RF
06	05/42c	Canvas clubs on idea of providing central purchasing facilities.	AR
07	05/42d	Provide detailed costing on supply of medals.	AR
09	05/52	Provide a revised version of BOF Equity Policy for JM consideration.	
10	05/52	Provide appropriate wording for approval of working towards Equality Standard.	PB
11	05/53	Investigate scope for reviewing Memorandum and Articles.	JM/ MD
12	05/53	Consult with CEO Forum in CCPR on dealing with disciplinary issues.	RF
13	05/54	Seek Council approval for setting up a company with Charitable Status.	BR
14	05/56	Provide redrafted paper on promoting O as an Environmental Sport for Council approval.	AR/ RM
15	05/59	Respond to invitations to Squad Inaugural and Coaching Conference.	All members
16	05/60	Construct web news item on agreed items.	AR